

**Oracle® Retail Pricing Cloud Service**

Promotions User Guide

Release 16.0.030

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# Contents

<b>Send Us Your Comments</b> .....	vii
<b>Preface</b> .....	ix
Audience .....	ix
Documentation Accessibility .....	ix
Related Documents .....	ix
Customer Support .....	ix
Review Patch Documentation .....	x
Improved Process for Oracle Retail Documentation Corrections .....	x
Oracle Retail Documentation on the Oracle Technology Network .....	x
Conventions .....	xi
<b>1 Promotions Overview</b>	
Emergency Offers .....	1-2
<b>2 Create Promotions and Offers</b>	
Add Offer Details .....	2-1
Item Level Offers .....	2-3
Get Y for Discount .....	2-3
Add Rewards .....	2-3
Buy X, Get Discount .....	2-6
Add Conditions .....	2-6
Add Rewards .....	2-8
Spend X, Get Discount .....	2-9
Add Conditions .....	2-9
Add Rewards .....	2-11
Buy X, Get Y for Discount .....	2-12
Add Conditions .....	2-12
Add Rewards .....	2-15
Spend X, Get Y for Discount .....	2-18
Add Conditions .....	2-18
Add Rewards .....	2-20
Buy X and Y, Get Discount .....	2-23
Add Conditions .....	2-23
Add Rewards .....	2-26

Buy X and Y, Get Z for Discount .....	2-27
Add Conditions.....	2-27
Add Rewards.....	2-30
Buy X of Single Item for Discount .....	2-33
Add Conditions.....	2-33
Add Rewards.....	2-34
Buy X, Get Gift with Purchase.....	2-34
Add Conditions.....	2-35
Add Rewards.....	2-37
Spend X, Get Gift with Purchase .....	2-38
Add Conditions.....	2-38
Add Rewards.....	2-40
<b>Transaction Level Offers .....</b>	<b>2-41</b>
Get Discount .....	2-41
Add Rewards.....	2-41
Buy X, Get Discount.....	2-43
Add Conditions.....	2-44
Add Rewards.....	2-46
Spend X, Get Discount.....	2-49
Add Conditions.....	2-49
Add Rewards.....	2-51
<b>Add Locations .....</b>	<b>2-53</b>
Copy Locations.....	2-55
<b>Create an Offer from Existing.....</b>	<b>2-56</b>

### 3 Manage Promotions

<b>Search for a Promotion .....</b>	<b>3-1</b>
<b>Edit Offers.....</b>	<b>3-3</b>
Edit Offer Conditions .....	3-5
Edit Offer Rewards .....	3-5
Edit Multiple Offers.....	3-6
<b>Cancel Offers.....</b>	<b>3-7</b>
Cancel Items from an Offer.....	3-8
Cancel Locations from an Offer .....	3-9
<b>Delete Offers .....</b>	<b>3-10</b>
<b>Manage Campaigns.....</b>	<b>3-11</b>

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# Send Us Your Comments

Oracle Retail Pricing Cloud Service Promotions User Guide, Release 16.0.030

Oracle welcomes customers' comments and suggestions on the quality and usefulness of this document.

Your feedback is important, and helps us to best meet your needs as a user of our products. For example:

- Are the implementation steps correct and complete?
- Did you understand the context of the procedures?
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- Do you need different information or graphics? If so, where, and in what format?
- Are the examples correct? Do you need more examples?

If you find any errors or have any other suggestions for improvement, then please tell us your name, the name of the company who has licensed our products, the title and part number of the documentation and the chapter, section, and page number (if available).

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# Preface

This document describes the Oracle Retail Pricing Cloud Service user interface. It provides step-by-step instructions to complete most tasks that can be performed through the user interface.

## Audience

This document is for users and administrators of Oracle Retail Import Management Cloud Service. This includes merchandisers, buyers, business analysts, and administrative personnel.

## Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc>.

### Access to Oracle Support

Oracle customers that have purchased support have access to electronic support through My Oracle Support. For information, visit <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=info> or visit <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=trs> if you are hearing impaired.

## Related Documents

For more information, see the following documents in the Oracle Other Product One Release 16.0.030 documentation set:

- *Oracle Retail Pricing Cloud Service Clearance User Guide*
- *Oracle Retail Pricing Cloud Service Do the Basics User Guide*
- *Oracle Retail Pricing Cloud Service Foundation Data User Guide*
- *Oracle Retail Pricing Cloud Service Price Changes User Guide*

## Customer Support

To contact Oracle Customer Support, access My Oracle Support at the following URL:

<https://support.oracle.com>

When contacting Customer Support, please provide the following:

- Product version and program/module name
- Functional and technical description of the problem (include business impact)
- Detailed step-by-step instructions to re-create
- Exact error message received
- Screen shots of each step you take

## Review Patch Documentation

When you install the application for the first time, you install either a base release (for example, 13.1) or a later patch release (for example, 13.1.2). If you are installing the base release and additional patch releases, read the documentation for all releases that have occurred since the base release before you begin installation. Documentation for patch releases can contain critical information related to the base release, as well as information about code changes since the base release.

## Improved Process for Oracle Retail Documentation Corrections

To more quickly address critical corrections to Oracle Retail documentation content, Oracle Retail documentation may be republished whenever a critical correction is needed. For critical corrections, the republication of an Oracle Retail document may at times not be attached to a numbered software release; instead, the Oracle Retail document will simply be replaced on the Oracle Technology Network Web site, or, in the case of Data Models, to the applicable My Oracle Support Documentation container where they reside.

This process will prevent delays in making critical corrections available to customers. For the customer, it means that before you begin installation, you must verify that you have the most recent version of the Oracle Retail documentation set. Oracle Retail documentation is available on the Oracle Technology Network at the following URL:

<http://www.oracle.com/technetwork/documentation/oracle-retail-100266.html>

An updated version of the applicable Oracle Retail document is indicated by Oracle part number, as well as print date (month and year). An updated version uses the same part number, with a higher-numbered suffix. For example, part number E123456-02 is an updated version of a document with part number E123456-01.

If a more recent version of a document is available, that version supersedes all previous versions.

## Oracle Retail Documentation on the Oracle Technology Network

Oracle Retail product documentation is available on the following web site:

<http://www.oracle.com/technetwork/documentation/oracle-retail-100266.html>

(Data Model documents are not available through Oracle Technology Network. You can obtain these documents through My Oracle Support.)

# Conventions

The following text conventions are used in this document:

<b>Convention</b>	<b>Meaning</b>
<b>boldface</b>	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.
<i>italic</i>	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.
monospace	Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.



## Promotions Overview

Promotional price changes are temporary reductions in price for one or more items at one or more stores for a defined amount of time. Promotions are made up of a collection of offers, which define the reward and the conditions to receive the reward. Offers can be applied to regular priced items, clearance items, or both.

Pricing supports two levels of offers, item and transaction. Each offer level has templates associated with it which define how the offer is set up. For example, some offer templates will require only reward related information to be defined, such as the item level offer Get Y for Discount. This type of offer requires only the list of items that can be discounted if purchased and the discount amount or percent. Whereas other offer types, such as the transaction level Spend X, Get Discount offer, require a conditional spend amount, as well as a list of items that must be purchased to reach that spend amount, along with reward details such as the discount amount/percent and, optionally, a list of items excluded from the transaction level discount.

**Table 1-1 Offer Types**

Offer Type	Template	Examples
<b>Item Level Offers</b>		
Simple Discount	Get Y for Discount	25% off all women's shoes
Buy/Get	Buy X, Get Discount	Buy any 3 board games, get \$10 off
Buy/Get	Spend X, Get Discount	Spend \$25 in Toys, get \$5 off
Buy/Get	Buy X, Get Y for Discount	Buy 2 pairs of shoes; get a pair of socks for 50% off
Buy/Get	Spend X, Get Y for Discount	Spend \$15 on breakfast cereal, get 25% off any 2 cartons of milk
Buy/Get	Buy X of Single Item for Discount	Buy 2 watermelons for \$6
Buy/Get	Buy X and Y, Get Discount	Buy a sandwich, chips, and drink for \$5.00
Buy/Get	Buy X and Y, Get Z for Discount	Buy a scarf and hat, get 50% off gloves
Gift with Purchase	Buy X, Get Gift with Purchase	Buy any 2 BBQ items, get a free beach towel
Gift with Purchase	Spend X, Get Gift with Purchase	Spend \$200 in racquets, get a free can of tennis balls
<b>Transaction Level Offers</b>		

**Table 1–1 (Cont.) Offer Types**

<b>Offer Type</b>	<b>Template</b>	<b>Examples</b>
Simple Discount	Get Discount	10% off your purchase today only
Buy/Get	Buy X, Get Discount	Buy 3 reams of paper, get \$5 your purchase
Buy/Get	Spend X, Get Discount	Spend \$100 in cleaning supplies, get 5% off your purchase

## Emergency Offers

There is a system option called Price Event Processing Days that is set to designate the number of days required between the current date and the effective date of a price event. This rule ensures that promotions are created and approved with enough advance timing that stores and other impacted areas can react accordingly.

However, for situations where promotional offers were missed for one or more items or locations, emergency price events can be created. A separate security privilege provides the ability to limit the users that can create these emergency events.

When an emergency offer is created and approved the information is passed to downstream systems the next time the extracts are run.

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## Create Promotions and Offers

Perform the following procedure to create a promotion and add an offer to the promotion:

1. From the Tasks menu, select Create Promotion under Promotions. The Promotion page appears.

**Figure 2–1 Promotion**

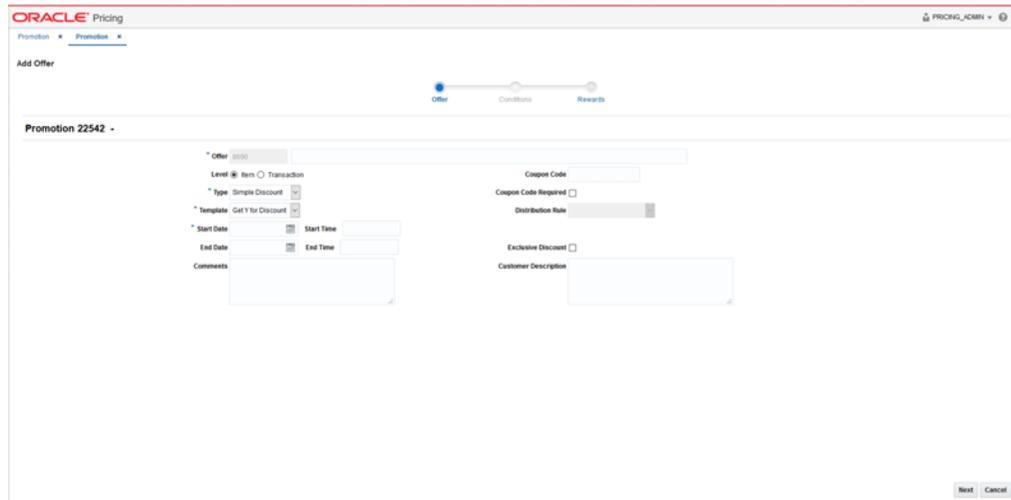
The screenshot shows the Oracle Pricing 'Promotion' page. At the top, there's a header with 'ORACLE Pricing' and a user profile 'PRICING\_ADMIN'. Below the header, there's a 'Promotion' tab. The main area contains a form with 'PromoDisplayId' (value: 22132) and 'CampaignName' (dropdown). Below the form are two tables: 'Offers' and 'Locations'. Both tables are currently empty, displaying 'No data to display'. The Offers table has columns: Offer, Description, Type, Template, Start Date, End Date, Comments, Status, Coupon Code Required, Distribution Rule, Exclusion Discount, and Coupon Code. The Locations table has columns: Location, Name, Location Type, Currency, and Excluded. At the bottom right, there are buttons for 'Approve All', 'Save', 'Save and Close', and 'Cancel'.

2. Enter the Promotion Description and optionally select a campaign. See [Manage Campaigns](#) for more information.
3. In the Offers table, select Add from the Actions menu. The Offer Wizard is launched. Continue with [Add Offer Details](#).

### Add Offer Details

The initial page in the Offer Wizard allows you to set the basic criteria of the offer.

**Figure 2–2 Offer Details**



1. Set your offer criteria using the following options:

**Table 2–1 Add Item Offer Fields**

Field	Description
Offer	The Offer field allows you to enter an offer description.
Level	The Level radio button allows you to select the type of offer to create. Options are Item or Transaction.
Type	The Type field allows you to select the type of offer template you will create. For item level offers, valid options are Simple Discount, Buy/Get, or Gift with Purchase. For transaction level offers, valid options are Simple Discount or Buy/Get.
Template	The Template field allows you to specify the template that will be used for creating this offer. The valid types will change based on the level and type selections. See table of offer templates in the <a href="#">Promotions Overview</a> chapter for valid values.
Start Date	The Start Date field allows you to enter or select a start date for the offer.
Start Time	The Start Time field allows you to enter a start time for the offer.
End Date	The End Date field allows you to enter or select an end date for the offer.
End Time	The End Time field allows you to enter an end time for the offer.
Comments	The Comments field displays any comments associated with the offer.
Coupon Code	The Coupon Code field displays the coupon code associated with the offer.
Coupon Code Required	When the Coupon Code Required flag is set, it indicates the customer, call center, or sales associate must enter the coupon in order to have the discount applied to their purchase.

**Table 2–1 (Cont.) Add Item Offer Fields**

Field	Description
Distribution Rule	<p>The Distribution Rule field indicates how the discount should be distributed to items on the offer. Valid values include Buy Items, Get Items, Both Buy and Get Items.</p> <p>Distribution rules are applicable for the following Item Level Templates:</p> <ul style="list-style-type: none"> <li>■ Buy X, Get Y for Discount</li> <li>■ Spend X, Get Y for Discount</li> <li>■ Buy X and Y, Get Z for Discount</li> <li>■ Buy X, Get Gift with Purchase</li> <li>■ Spend X, Get Gift with Purchase</li> </ul>
Exclusive Discount	Selecting the Exclusive Discount indicator means this offer is exclusive of other discounts.
Customer Description	The Customer Description field displays the customer description for the offer. This can be used for printing on a receipt or displaying on your web site.

- Once your offer criteria are entered, click **Next**. The type of offer that you have selected will determine the next steps.

## Item Level Offers

### Get Y for Discount

This type of offer is for a simple discount off a set of items when they are part of a customer's purchase. There are no pre-conditions for the reward for this type of offer, when this template is selected, you will go directly to the Rewards page.

### Add Rewards

**Figure 2–3 Add Offer**

The screenshot shows the Oracle Pricing interface for adding an offer. The title is "25% Off Women's Shoes". The "Reward Applied to Qualifying Items" section shows a "Discount" of "Percent Off" set to "25 %". Below this, there is a section for "Qualifying Items" which is currently empty, with a table header including "Level", "Department Name", "Class Name", "Subclass Name", "Item Description", and "Excluded". The interface includes navigation buttons like "Back", "Apply", and "Cancel" at the bottom right.

The Rewards page allows you to define the rewards associated with the offer. For a Get Y for Discount offer, this consists of the following steps:

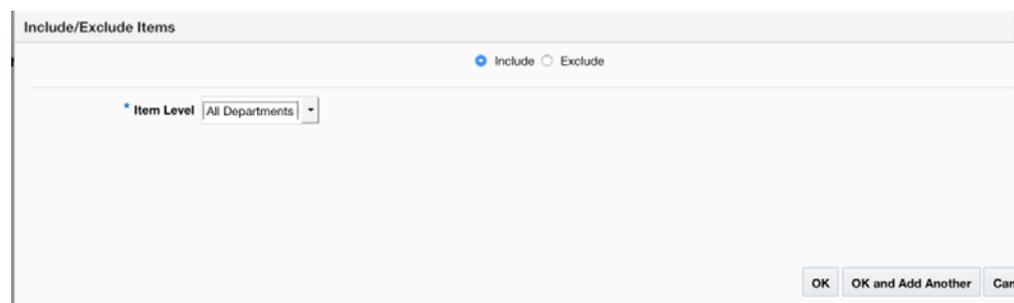
1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–2 Item Offer Rewards Criteria**

Field	Description
Discount	Allows you to select the type of discount and enter the amount. Options are: <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> <li>■ Fixed Price</li> </ul> If you select Amount Off or Fixed Price, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.
Apply To	Allows you to select which types of retail price the reward applies. Options are: <ul style="list-style-type: none"> <li>■ Regular</li> <li>■ Clearance</li> <li>■ Regular and Clearance</li> </ul>
Apply Discount Up To	The Apply Discount up to field indicates the number of times that the discount can be applied to a customer's purchase. No entry means unlimited.

2. For Get Y for Discount, the rewards page shows a qualifying items table which allows you to include or exclude items from the offer.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–4 Include/Exclude Items Pop-up**



- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–3 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.

**Table 2–3 (Cont.) Include/Exclude Item Criteria**

<b>Field</b>	<b>Description</b>
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer reward. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

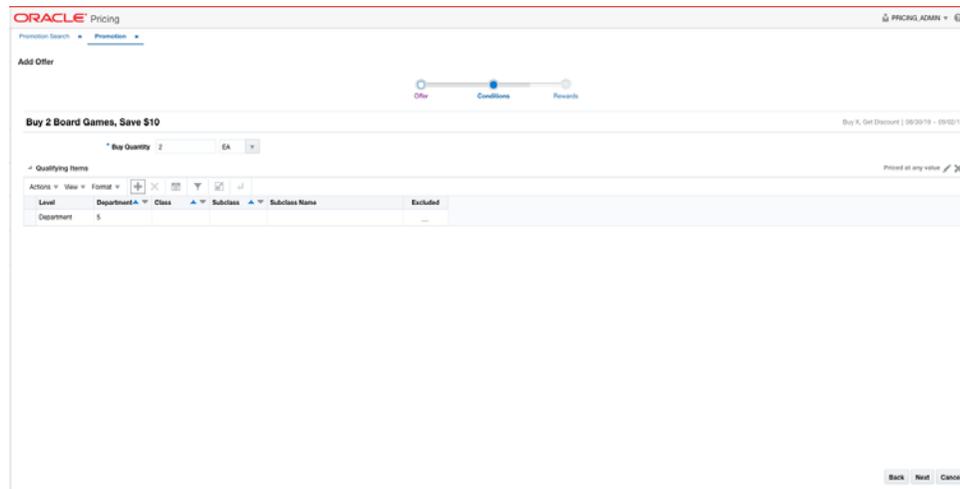
- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the pop-up. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Buy X, Get Discount

This type of offer is based on a customer buying a certain quantity of items in order to get a discount on those items. Multiple offers of this type could be added in a promotion in order to create a tiered discount. This type of offer requires both conditions and rewards criteria to be entered.

### Add Conditions

Figure 2–5 Add Conditions



- From the Add Offer Conditions page, set your item offer condition criteria using the following options:

Table 2–4 Item Offer Condition Criteria

Field	Description
Buy Quantity	The Buy Quantity field allows you set the number of items that need to be purchased in order to receive the offer reward.
Unit of Measure	You may also need to enter the unit of measure that applies for the quantity, if Pricing is configured to run with more than one unit of measure.
Price Restriction	<p>Optionally you can choose to indicate a price range for the conditions. This will act as an additional filter on the included buy items, such that only items priced in the designated range will meet the condition of the offer. To add a price restriction, click on the pencil icon found in the title bar of the Qualifying</p> <p>Items section of the page ( <i>Priced at any Value</i> ✎✕ ). This will open the Price Restriction pop-up.</p> <p>In the pop-up, select a value for Items Priced, which can be either Greater than, Less than, or Between. Then, enter the appropriate values. If the restriction will be for a specific currency, then enter the currency as well. If not entered, the currency will be based on the store where the offer is active.</p> <p>After entering the restriction, the text in the title bar of the Qualifying Items section of the page will be updated to show the value ( <i>Priced between 10 and 50 USD</i> ✎✕ ). To remove the price restriction, click on the X icon.</p>

**Figure 2–6 Price Restriction Pop-up**

2. Next, you will need to select the items that must be purchased in order to meet the condition of this offer in the Qualifying Items table.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–7 Include/Exclude Items**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–5 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.

**Table 2–5 (Cont.) Include/Exclude Item Criteria**

Field	Description
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Include/Exclude dialog pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

## Add Rewards

**Figure 2–8 Add Rewards**

The screenshot shows the Oracle Pricing interface for adding a reward to an offer. The offer is titled "Buy 2 Board Games, Save \$10". The reward section is titled "Reward Applied to Qualifying Items" and shows a discount amount of 10.0000 USD. The page includes a progress bar with three steps: "Offer", "Conditions", and "Rewards". The "Rewards" step is currently active. At the bottom right, there are buttons for "Back", "Apply", and "Cancel".

The Rewards page allows you to define the rewards associated with the offer. For an item level Buy X, Get Discount offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–6 Item Offer Rewards Criteria**

Field	Description
Discount	<p>Allows you to select the type of discount and enter the amount. Options are:</p> <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> <li>■ Fixed Price</li> </ul> <p>If you select Amount Off or Fixed Price, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.</p>
Apply To	<p>Allows you to select which types of retail price the reward applies. Options are:</p> <ul style="list-style-type: none"> <li>■ Regular</li> <li>■ Clearance</li> <li>■ Regular and Clearance</li> </ul>
Apply Discount Up To	<p>The Apply Discount up to field indicates the number of times that the discount can be applied to a customer's purchase. No entry means unlimited.</p>

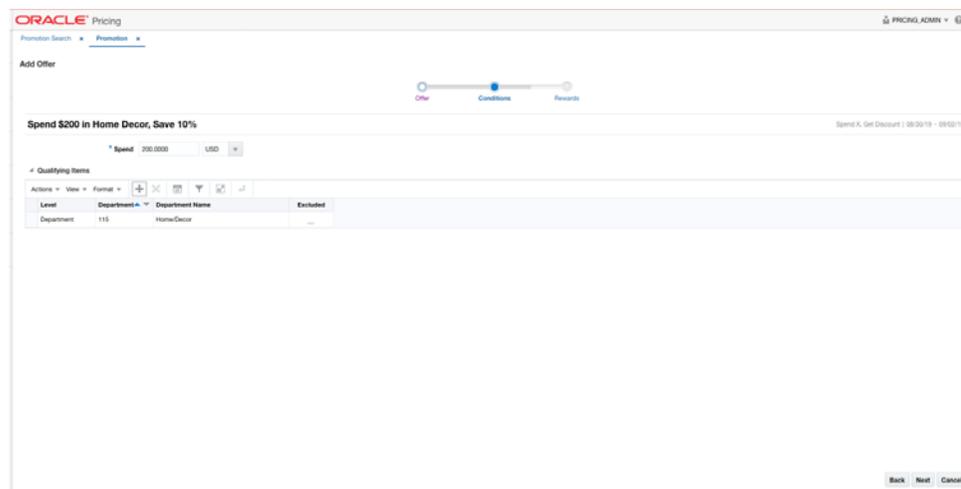
2. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Spend X, Get Discount

This type of offer is based on a customer spending a certain amount on particular items in order to get a discount on those items. Multiple offers of this type could be added in a promotion in order to create a tiered discount. This type of offer requires both conditions and rewards criteria to be entered.

### Add Conditions

**Figure 2–9 Add Conditions**



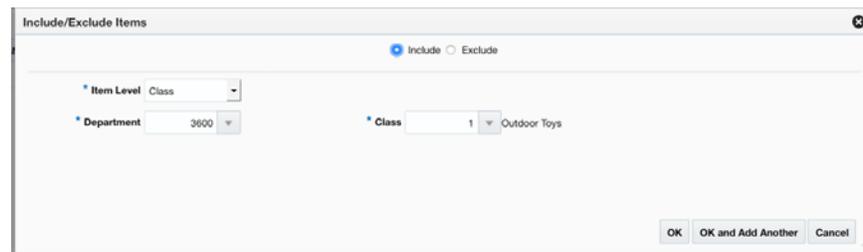
- From the Add Offer Conditions page, set your item offer rewards condition criteria using the following options:

**Table 2-7 Item Offer Rewards Condition Criteria**

Field	Description
Spend Amount	The Spend field allows you to set the amount which needs to be spent to in order to receive the offer.
Currency	A currency can also be added, if the spend amount applies to just a single currency. If not entered, it will be assumed to apply in terms of the currency of the store where the offer is active.

- Next, you will need to select the items that must be purchased in order to meet the condition of this offer in the Qualifying Items table.
  - In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2-10 Include/Exclude Items**



- Set the criteria of the included or excluded items using the following fields:

**Table 2-8 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.

**Table 2–8 (Cont.) Include/Exclude Item Criteria**

Field	Description
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the pop-up. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

## Add Rewards

**Figure 2–11 Add Rewards**

ORACLE Pricing PRICING ADMIN

Promotion Search Promotion

Add Offer

Offer — Conditions — Rewards

Spend \$200 in Home Decor, Save 10% Spend X, Get Discount | 08/30/18 - 09/30/18

Reward Applied to Qualifying Items

\* Discount  % \* Apply To

[Back](#) [Apply](#) [Cancel](#)

The Rewards page allows you to define the rewards associated with the offer. For an item level Spend X, Get Discount offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–9 Item Offer Rewards Criteria**

Field	Description
Discount	<p>Allows you to select the type of discount and enter the amount. Options are:</p> <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> <li>■ Fixed Price</li> </ul> <p>If you select Amount Off or Fixed Price, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.</p>
Apply To	<p>Allows you to select which types of retail price the reward applies. Options are:</p> <ul style="list-style-type: none"> <li>■ Regular</li> <li>■ Clearance</li> <li>■ Regular and Clearance</li> </ul>

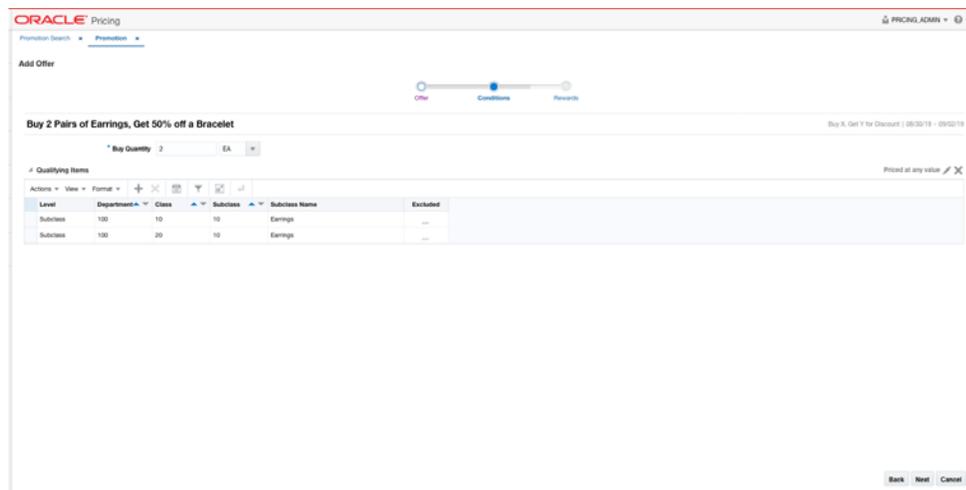
2. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Buy X, Get Y for Discount

This type of offer is based on a customer buying a certain quantity of items in order to get a discount on a different set of items. Multiple offers of this type could be added in a promotion in order to create a tiered discount. This type of offer requires both conditions and rewards criteria to be entered.

### Add Conditions

**Figure 2–12 Add Conditions**



1. From the Add Offer Conditions page, set your item offer condition rewards criteria using the following options:

**Table 2–10 Item Offer Condition Criteria**

Field	Description
Buy Quantity	The Buy Quantity field allows you set the number of items that need to be purchased in order to receive the offer reward.
Unit of Measure	You may also need to enter the unit of measure that applies for the quantity, if Pricing is configured to run with more than one unit of measure.
Price Restriction	<p>Optionally you can choose to indicate a price range for the conditions. This will act as an additional filter on the included buy items, such that only items priced in the designated range will meet the condition of the offer. To add a price restriction, click on the pencil icon found in the title bar of the Qualifying</p> <p>Items section of the page ( <i>Priced at any Value</i> ✎✕ ). This will open the Price Restriction pop-up.</p> <p>In the pop-up, select a value for Items Priced, which can be either Greater than, Less than, or Between. Then, enter the appropriate values. If the restriction will be for a specific currency, then enter the currency as well. If not entered, the currency will be based on the store where the offer is active.</p> <p>After entering the restriction, the text in the title bar of the Qualifying Items section of the page will be updated to show the value ( <i>Priced between 10 and 50 USD</i> ✎✕ ). To remove the price restriction, click on the X icon.</p>

**Figure 2–13 Price Restriction Pop-up**

2. Next, you will need to select the items that must be purchased in order to meet the condition of this offer in the Qualifying Items table.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–14 Include/Exclude Items Pop-up**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–11 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the pop-up. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

## Add Rewards

**Figure 2–15 Add Rewards**

The screenshot shows the Oracle Pricing interface for adding a reward to an offer. The offer title is "Spend \$200 in Home Decor, Save 10%". A progress bar at the top indicates the current step is "Rewards". Below the offer title, there is a section for "Reward Applied to Qualifying Items". In this section, the "Discount" type is set to "Percent Off" with a value of "10" and the "Apply To" option is set to "Regular and Clearance".

The Rewards page allows you to define the rewards associated with the offer. For an item level Buy X, Get Y for Discount offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

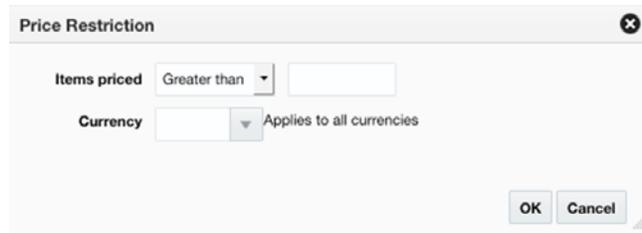
**Table 2–12 Item Offer Rewards Criteria**

Field	Description
Discount	<p>Allows you to select the type of discount and enter the amount. Options are:</p> <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> <li>■ Fixed Price</li> </ul> <p>If you select Amount Off or Fixed Price, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.</p>
Apply To	<p>Allows you to select which types of retail price the reward applies. Options are:</p> <ul style="list-style-type: none"> <li>■ Regular</li> <li>■ Clearance</li> <li>■ Regular and Clearance</li> </ul>
Apply Discount Up To	<p>The Apply Discount up to field indicates the number of times that the discount can be applied to a customer's purchase. No entry means unlimited.</p>

**Table 2–12 (Cont.) Item Offer Rewards Criteria**

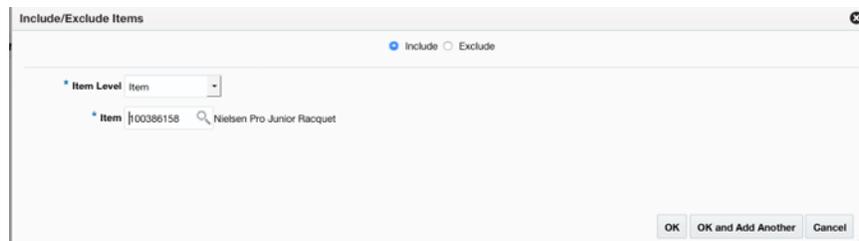
Field	Description
Price Restriction	<p>Optionally you can choose to indicate a price range for the conditions. This will act as an additional filter on the included buy items, such that only items priced in the designated range will meet the condition of the offer. To add a price restriction, click on the pencil icon found in the title bar of the Qualifying</p> <p>Items section of the page ( <i>Priced at any Value</i> ✎✕ ). This will open the Price Restriction pop-up.</p> <p>In the pop-up, select a value for Items Priced, which can be either Greater than, Less than, or Between. Then, enter the appropriate values. If the restriction will be for a specific currency, then enter the currency as well. If not entered, the currency will be based on the store where the offer is active.</p> <p>After entering the restriction, the text in the title bar of the Qualifying Items section of the page will be updated to show the value ( <i>Priced between 10 and 50 USD</i> ✎✕ ). To remove the price restriction, click on the X icon.</p>

**Figure 2–16 Price Restriction Pop-up**



2. Next, you will need to select the items that are eligible to have the reward applied in the Qualifying Items table.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–17 Include/Exclude Items Pop-up**



- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–13 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.

**Table 2–13 (Cont.) Include/Exclude Item Criteria**

<b>Field</b>	<b>Description</b>
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Include/Exclude popup and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Spend X, Get Y for Discount

This type of offer is based on a customer spending a certain amount on particular items in order to get a discount on a different set of items. Multiple offers of this type could be added in a promotion in order to create a tiered discount. This type of offer requires both conditions and rewards criteria to be entered.

### Add Conditions

**Figure 2–18 Add Conditions**

The screenshot shows the Oracle Pricing interface for adding a condition to an offer. The offer title is "Spend \$100 in Souvenirs, Get \$10 off a T-shirt". The spend amount is set to 100,000 USD. Below this, there is a table titled "Qualifying Items" with the following data:

Level	Department	Department Name	Class Name	Subclass Name	Excluded
Department	140	Souvenirs			

- From the Add Offer Conditions page, set your item offer condition criteria using the following options:

**Table 2–14 Add Conditions Criteria**

Field	Description
Spend Amount	The Spend field allows you to set the amount which needs to be spent to in order to receive the offer.
Currency	A currency can also be added, if the spend amount applies to just a single currency. If not entered, it will be assumed to apply in terms of the currency of the store where the offer is active.

- Next, you will need to select the items that must be purchased in order to meet the condition of this offer in the Qualifying Items table.
  - In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–19 Include/Exclude Items Pop-up**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–15 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.

**Table 2–15 (Cont.) Include/Exclude Item Criteria**

Field	Description
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

## Add Rewards

**Figure 2–20 Add Rewards**

The Rewards page allows you to define the rewards associated with the offer. For an item level Spend X, Get Y for Discount offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–16 Item Offer Rewards Criteria**

Field	Description
Discount	<p>Allows you to select the type of discount and enter the amount. Options are:</p> <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> <li>■ Fixed Price</li> </ul> <p>If you select Amount Off or Fixed Price, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.</p>

**Table 2–16 (Cont.) Item Offer Rewards Criteria**

Field	Description
Apply To	Allows you to select which types of retail price the reward applies. Options are: <ul style="list-style-type: none"> <li>■ Regular</li> <li>■ Clearance</li> <li>■ Regular and Clearance</li> </ul>
Apply Discount Up To	The Apply Discount up to field indicates the number of times that the discount can be applied to a customer's purchase. No entry means unlimited.
Price Restriction	<p>Optionally you can choose to indicate a price range for the conditions. This will act as an additional filter on the included buy items, such that only items priced in the designated range will meet the condition of the offer. To add a price restriction, click on the pencil icon found in the title bar of the Qualifying</p> <p>Items section of the page ( <i>Priced at any Value</i> ✎✕ ). This will open the Price Restriction pop-up.</p> <p>In the pop-up, select a value for Items Priced, which can be either Greater than, Less than, or Between. Then, enter the appropriate values. If the restriction will be for a specific currency, then enter the currency as well. If not entered, the currency will be based on the store where the offer is active.</p> <p>After entering the restriction, the text in the title bar of the Qualifying Items section of the page will be updated to show the value ( <i>Priced between 10 and 50 USD</i> ✎✕ ). To remove the price restriction, click on the X icon.</p>

**Figure 2–21 Price Restriction Pop-up**

2. Next, you will need to select the items that are eligible to have the reward applied in the Qualifying Items table.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–22 Include/Exclude Items**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–17 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.

**Table 2–17 (Cont.) Include/Exclude Item Criteria**

Field	Description
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the pop-up. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Buy X and Y, Get Discount

This type of offer allows you to specify two or more "buy" conditions in order to receive the discount. Both conditions and rewards are required for this type of offer.

### Add Conditions

**Figure 2–23 Add Conditions**

1. From the Add Offer Conditions page, start with defining the number of conditions for your offer. For each condition, specify the following:

**Table 2–18 Add Conditions Criteria**

Field	Description
Condition	This number is automatically generated and is used to order the conditions added to the offer.
Buy Quantity	The Buy Quantity field allows you set the number of items that need to be purchased in order to receive the offer reward.
Unit of Measure	You may also need to enter the unit of measure that applies for the quantity, if Pricing is configured to run with more than one unit of measure.

**Table 2–18 (Cont.) Add Conditions Criteria**

Field	Description
Price Restriction	Optionally you can choose to indicate a price range for the conditions. This will act as an additional filter on the included buy items, such that only items priced in the designated range will meet the condition of the offer. To add a price restriction, select a value for Items Priced, which can be either Greater than, Less than, or Between. Then, enter the appropriate values. If the restriction will be for a specific currency, then enter the currency as well. If not entered, the currency will be based on the store where the offer is active.

**Figure 2–24 Add Conditions Pop-up**

2. Next, you will need to select the items that must be purchased in order to meet each set of conditions for this offer in the Qualifying Items table.
  - a. First, highlight the condition that you want to add items.
  - b. Then in the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–25 Include/Exclude Items**

- c. Set the criteria of the included or excluded items using the following fields:

**Table 2–19 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.

**Table 2–19 (Cont.) Include/Exclude Item Criteria**

<b>Field</b>	<b>Description</b>
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- d. When you have entered the criteria for the inclusion or exclusion for the condition, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
  - e. Continue until qualifying items have been added for all conditions on the offer.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

## Add Rewards

**Figure 2–26 Add Rewards**

The Rewards page allows you to define the rewards associated with the offer. For an item level Buy X and Y, Get Discount offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–20 Item Offer Rewards Criteria**

Field	Description
Discount	<p>Allows you to select the type of discount and enter the amount. Options are:</p> <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> <li>■ Fixed Price</li> </ul> <p>If you select Amount Off or Fixed Price, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.</p>
Apply To	<p>Allows you to select which types of retail price the reward applies. Options are:</p> <ul style="list-style-type: none"> <li>■ Regular</li> <li>■ Clearance</li> <li>■ Regular and Clearance</li> </ul>
Apply Discount Up To	<p>The Apply Discount up to field indicates the number of times that the discount can be applied to a customer's purchase. No entry means unlimited.</p>

2. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Buy X and Y, Get Z for Discount

This type of offer allows you to specify two or more "buy" conditions in order to receive the discount on a different set of items. Both conditions and rewards are required for this type of offer.

### Add Conditions

**Figure 2–27 Add Conditions**

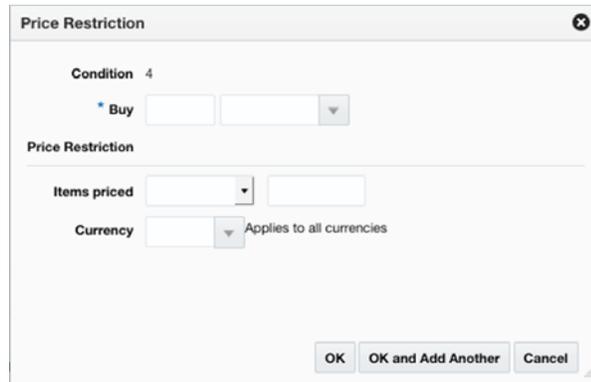
The screenshot shows the Oracle Pricing 'Add Offer' page. The offer title is 'Buy a Sun Hat and Sunglasses, Get 50% Off a Beach Towel'. The 'Conditions' section is expanded, showing two conditions. Each condition has a quantity of 1 and a price restriction of 'Priced at any Value'. The 'Qualifying Items' section is also expanded, showing a table with columns for Level, Department, Department Name, Class, Class Name, Subclass, Subclass Name, and Excluded. One item is listed: Class 1125, Department Beachwear, Class Name Sunglasses.

1. From the Add Offer Conditions page, start with defining the number of conditions for your offer. For each condition, specify the following:

**Table 2–21 Add Offer Conditions Criteria**

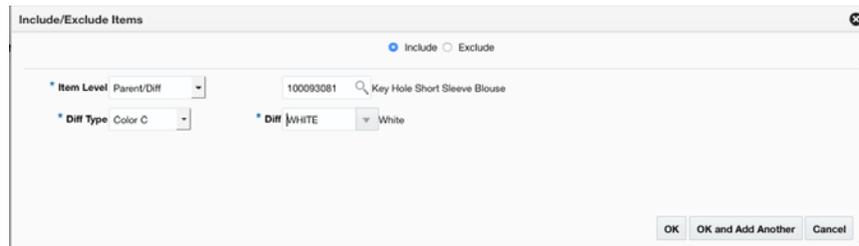
Field	Description
Condition	This number is automatically generated and is used to order the conditions added to the offer.
Buy Quantity	The Buy Quantity field allows you set the number of items that need to be purchased in order to receive the offer reward.
Unit of Measure	You may also need to enter the unit of measure that applies for the quantity, if Pricing is configured to run with more than one unit of measure.
Price Restriction	Optionally you can choose to indicate a price range for the conditions. This will act as an additional filter on the included buy items, such that only items priced in the designated range will meet the condition of the offer. To add a price restriction, select a value for Items Priced, which can be either Greater than, Less than, or Between. Then, enter the appropriate values. If the restriction will be for a specific currency, then enter the currency as well. If not entered, the currency will be based on the store where the offer is active.

**Figure 2–28 Add Conditions Pop-up**



2. Next, you will need to select the items that must be purchased in order to meet each set of conditions for this offer in the Qualifying Items table.
  - a. First, highlight the condition that you want to add items.
  - b. Then in the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–29 Include/Exclude Items**



- c. Set the criteria of the included or excluded items using the following fields:

**Table 2–22 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>

**Table 2–22 (Cont.) Include/Exclude Item Criteria**

<b>Field</b>	<b>Description</b>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- d. When you have entered the criteria for the inclusion or exclusion for the condition, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
  - e. Continue until qualifying items have been added for all conditions on the offer.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

## Add Rewards

**Figure 2–30 Add Rewards**

The Rewards page allows you to define the rewards associated with the offer. For an item level Buy X and Y, Get Z for Discount offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–23 Item Offer Rewards Criteria**

Field	Description
Discount	<p>Allows you to select the type of discount and enter the amount. Options are:</p> <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> <li>■ Fixed Price</li> </ul> <p>If you select Amount Off or Fixed Price, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.</p>
Apply To	<p>Allows you to select which types of retail price the reward applies. Options are:</p> <ul style="list-style-type: none"> <li>■ Regular</li> <li>■ Clearance</li> <li>■ Regular and Clearance</li> </ul>
Apply Discount Up To	<p>The Apply Discount up to field indicates the number of times that the discount can be applied to a customer's purchase. No entry means unlimited.</p>

**Table 2–23 (Cont.) Item Offer Rewards Criteria**

Field	Description
Price Restriction	<p>Optionally you can choose to indicate a price range for the conditions. This will act as an additional filter on the included buy items, such that only items priced in the designated range will meet the condition of the offer. To add a price restriction, click on the pencil icon found in the title bar of the Qualifying</p> <p>Items section of the page ( <i>Priced at any Value</i> ✎✕ ). This will open the Price Restriction pop-up.</p> <p>In the pop-up, select a value for Items Priced, which can be either Greater than, Less than, or Between. Then, enter the appropriate values. If the restriction will be for a specific currency, then enter the currency as well. If not entered, the currency will be based on the store where the offer is active.</p> <p>After entering the restriction, the text in the title bar of the Qualifying Items section of the page will be updated to show the value ( <i>Priced between 10 and 50 USD</i> ✎✕ ). To remove the price restriction, click on the X icon.</p>

**Figure 2–31 Price Restriction Pop-up**

2. Next, you will need to select the items that are eligible to have the reward applied in the Qualifying Items table.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–32 Include/Exclude Items**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–24 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.

**Table 2–24 (Cont.) Include/Exclude Item Criteria**

<b>Field</b>	<b>Description</b>
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Buy X of Single Item for Discount

This type of offer is for a discount on a single item, specifying a quantity that must be purchased in order to receive the discount. It requires both conditions and rewards be specified.

### Add Conditions

**Figure 2–33 Add Conditions**

1. From the Add Offer Conditions page, set your item offer condition criteria using the following options:

**Table 2–25 Item Offer Condition Criteria**

Field	Description
Buy Quantity	The Buy Quantity field allows you set the number of items that need to be purchased in order to receive the offer reward.
Unit of Measure	You may also need to enter the unit of measure that applies for the quantity, if Pricing is configured to run with more than one unit of measure.

2. Next, you will need to select the item that must be purchased in order to meet the condition of this offer. Enter an item number or click on the magnifying glass icon to select an item from a list of values.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

## Add Rewards

**Figure 2–34 Add Rewards**

The Rewards page allows you to define the rewards associated with the offer. For a Buy X of a Single Item for Discount offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–26 Item Offer Rewards Criteria**

Field	Description
Discount	<p>Allows you to select the type of discount and enter the amount. Options are:</p> <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> <li>■ Fixed Price</li> </ul> <p>If you select Amount Off or Fixed Price, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.</p>
Apply Discount Up To	<p>The Apply Discount up to field indicates the number of times that the discount can be applied to a customer's purchase. No entry means unlimited.</p>

2. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Buy X, Get Gift with Purchase

This type of offer involves receiving a free item based on purchasing the quantity of items specified as the buy condition on the offer. This type of offer requires both conditions and rewards.

## Add Conditions

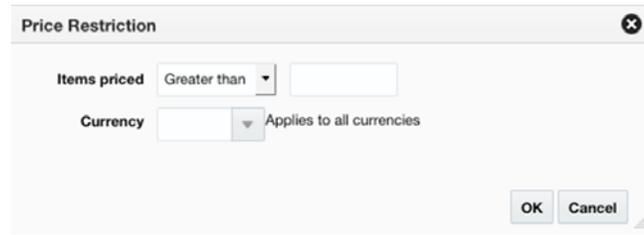
**Figure 2–35 Add Conditions**

1. From the Add Offer Conditions page, set your item offer condition criteria using the following options:

**Table 2–27 Item Offer Condition Criteria**

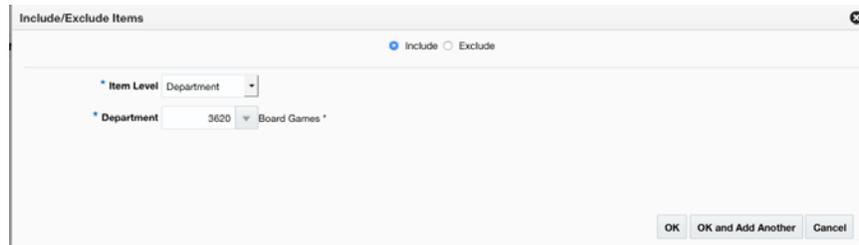
Field	Description
Buy Quantity	The Buy Quantity field allows you set the number of items that need to be purchased in order to receive the offer reward.
Unit of Measure	You may also need to enter the unit of measure that applies for the quantity, if Pricing is configured to run with more than one unit of measure.
Price Restriction	<p>Optionally you can choose to indicate a price range for the conditions. This will act as an additional filter on the included buy items, such that only items priced in the designated range will meet the condition of the offer. To add a price restriction, click on the pencil icon found in the title bar of the Qualifying Items section of the page ( <i>Priced at any Value</i> ✎✕ ). This will open the Price Restriction pop-up.</p> <p>In the pop-up, select a value for Items Priced, which can be either Greater than, Less than, or Between. Then, enter the appropriate values. If the restriction will be for a specific currency, then enter the currency as well. If not entered, the currency will be based on the store where the offer is active.</p> <p>After entering the restriction, the text in the title bar of the Qualifying Items section of the page will be updated to show the value ( <i>Priced between 10 and 50 USD</i> ✎✕ ). To remove the price restriction, click on the X icon.</p>

**Figure 2–36 Price Restriction Pop-up**



2. Next, you will need to select the items that must be purchased in order to meet the condition of this offer in the Qualifying Items table.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–37 Include/Exclude Items**



- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–28 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.

**Table 2–28 (Cont.) Include/Exclude Item Criteria**

Field	Description
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

## Add Rewards

**Figure 2–38 Add Rewards**

The screenshot shows the Oracle Pricing interface for adding rewards to an offer. The offer title is "Buy any 3 Outdoor Cookout Items, Get a free Grill Brush". The reward is defined as a free item with the item number 000750029 and the name "Grill Brush". The page includes a progress indicator with three steps: Offer, Conditions, and Rewards, with the Rewards step currently active. At the bottom right, there are buttons for "Back", "Apply", and "Cancel".

The Rewards page allows you to define the rewards associated with the offer. For a Buy X, Get Gift with Purchase offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–29 Item Offer Rewards Criteria**

Field	Description
Item	Enter an item number or use the magnifying glass to select an item from the list of values. This will be the free item rewarded to the customer for meeting the conditions of the offer.
Apply Discount Up To	The Apply Discount up to field indicates the number of times that the discount can be applied to a customer's purchase. No entry means unlimited.

2. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Spend X, Get Gift with Purchase

This type of offer involves receiving a free item based on purchasing the amount of the qualifying items specified as the buy condition on the offer. This type of offer requires both conditions and rewards.

### Add Conditions

**Figure 2–39 Add Conditions**

The screenshot shows the Oracle Pricing Admin interface for adding conditions to an offer. The offer title is "Spend \$200 in Racquets, Get Free Can of Tennis Balls". The "Spend" field is set to 200.000 USD. Below this is a table for "Qualifying Items" with the following data:

Level	Department	Department Name	Class Name	Subclass Name	Excluded
Department	8171	Tennis Racquets			

1. From the Add Offer Conditions page, set your item offer condition criteria using the following options:

**Table 2–30 Item Offer Conditions Criteria**

Field	Description
Spend Amount	The Spend field allows you to set the amount which needs to be spent to in order to receive the offer.
Currency	A currency can also be added, if the spend amount applies to just a single currency. If not entered, it will be assumed to apply in terms of the currency of the store where the offer is active.

2. Next, you will need to select the items that must be purchased in order to meet the condition of this offer in the Qualifying Items table.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–40 Include/Exclude Items**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–31 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.

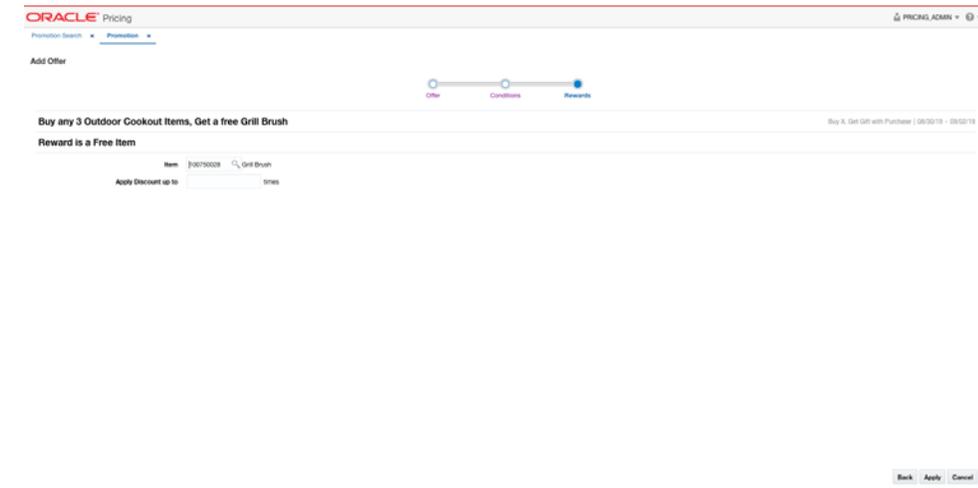
**Table 2–31 (Cont.) Include/Exclude Item Criteria**

Field	Description
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

### Add Rewards

**Figure 2–41 Add Rewards**



The Rewards page allows you to define the rewards associated with the offer. For a Spend X, Get Gift with Purchase offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–32 Item Offer Rewards Criteria**

Field	Description
Item	Enter an item number or use the magnifying glass to select an item from the list of values. This will be the free item rewarded to the customer for meeting the conditions of the offer.

**Table 2–32 (Cont.) Item Offer Rewards Criteria**

Field	Description
Apply Discount Up To	The Apply Discount up to field indicates the number of times that the discount can be applied to a customer's purchase. No entry means unlimited.

- Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Transaction Level Offers

### Get Discount

This type of offer is for a straight discount off the customer's purchase. There is no pre-condition for receiving the discount other than making a purchase. The discount is applied to all items on the transaction unless there are specific exclusions specified.

### Add Rewards

**Figure 2–42 Add Rewards**

The screenshot shows the Oracle Pricing interface for adding rewards to an offer. The offer is titled '10% Off All Purchases' and is a 'Reward Applied to Entire Transaction'. The discount is set to 10% and applies to 'Regular and Clearance' items. There is an 'Exclude Items' table with columns for Level, Department Name, Class Name, Subclass Name, Item Description, and Excluded. The table is currently empty. At the bottom right, there are 'Back', 'Apply', and 'Cancel' buttons.

The Rewards page allows you to define the rewards associated with the offer. For a transaction level Get Discount offer, this consists of the following steps:

- From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–33 Item Offer Rewards Criteria**

Field	Description
Discount	<p>Allows you to select the type of discount and enter the amount. Options are:</p> <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> </ul> <p>If you select Amount Off, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.</p>
Apply To	<p>Allows you to select which types of retail price the reward applies. Options are:</p> <ul style="list-style-type: none"> <li>■ Regular</li> <li>■ Clearance</li> <li>■ Regular and Clearance</li> </ul>

2. Next, you can optionally add a list of items that should be excluded from having the discount applied.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–43 Include/Exclude Items**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–34 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	<p>The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are:</p> <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>

**Table 2–34 (Cont.) Include/Exclude Item Criteria**

<b>Field</b>	<b>Description</b>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the exclusion, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Exclude pop-up and add an additional exclusion.
3. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Buy X, Get Discount

This type of offer requires that a customer purchase a certain quantity of items before receiving a discount on their transaction. The discount is applied to all items on the transaction unless there are specific exclusions specified.

## Add Conditions

**Figure 2–44 Add Conditions**

- From the Add Offer Conditions page, set your offer condition criteria using the following options:

**Table 2–35 Item Offer Condition Criteria**

Field	Description
Buy Quantity	The Buy Quantity field allows you set the number of items that need to be purchased in order to receive the offer reward.
Unit of Measure	You may also need to enter the unit of measure that applies for the quantity, if Pricing is configured to run with more than one unit of measure.
Price Restriction	<p>Optionally you can choose to indicate a price range for the conditions. This will act as an additional filter on the included buy items, such that only items priced in the designated range will meet the condition of the offer. To add a price restriction, click on the pencil icon found in the title bar of the Qualifying Items section of the page ( <i>Priced at any Value</i> ✎✕ ). This will open the Price Restriction pop-up.</p> <p>In the pop-up, select a value for Items Priced, which can be either Greater than, Less than, or Between. Then, enter the appropriate values. If the restriction will be for a specific currency, then enter the currency as well. If not entered, the currency will be based on the store where the offer is active.</p> <p>After entering the restriction, the text in the title bar of the Qualifying Items section of the page will be updated to show the value ( <i>Priced between 10 and 50 USD</i> ✎✕ ). To remove the price restriction, click on the X icon.</p>

**Figure 2–45 Price Restriction Pop-up**

2. Next, you will need to select the items that must be purchased in order to meet the condition of this offer in the Qualifying Items table.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–46 Include/Exclude Items**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–36 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.

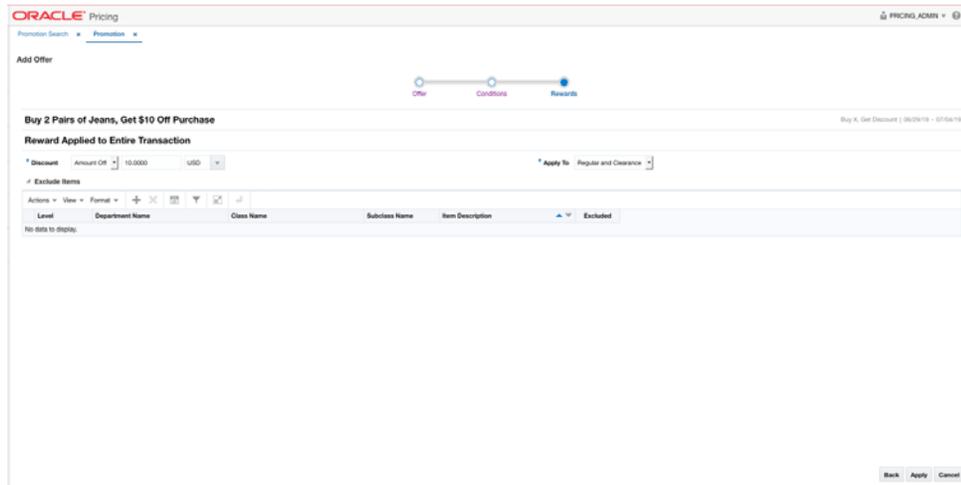
**Table 2–36 (Cont.) Include/Exclude Item Criteria**

Field	Description
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

### Add Rewards

**Figure 2–47 Add Rewards**



The Rewards page allows you to define the rewards associated with the offer. For a transaction level Buy X, Get Discount offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–37 Item Offer Rewards Criteria**

Field	Description
Discount	<p>Allows you to select the type of discount and enter the amount. Options are:</p> <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> </ul> <p>If you select Amount Off, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.</p>
Apply To	<p>Allows you to select which types of retail price the reward applies. Options are:</p> <ul style="list-style-type: none"> <li>■ Regular</li> <li>■ Clearance</li> <li>■ Regular and Clearance</li> </ul>

2. Next, you can optionally add a list of items that should be excluded from having the discount applied.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–48 Include/Exclude Items**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–38 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.

**Table 2–38 (Cont.) Include/Exclude Item Criteria**

<b>Field</b>	<b>Description</b>
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the exclusion, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Exclude pop-up and add an additional exclusion.
3. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Spend X, Get Discount

This type of offer requires that a customer purchase a certain amount in order to qualify for a discount on their transaction. The discount is applied to all items on the transaction unless there are specific exclusions specified.

### Add Conditions

**Figure 2–49 Add Conditions**

1. From the Add Offer Conditions page, set your item offer condition criteria using the following options:

**Table 2–39 Item Offer Conditions Criteria**

Field	Description
Spend Amount	The Spend field allows you to set the amount which needs to be spent to in order to receive the offer.
Currency	A currency can also be added, if the spend amount applies to just a single currency. If not entered, it will be assumed to apply in terms of the currency of the store where the offer is active.

2. Next, you will need to select the items that must be purchased in order to meet the condition of this offer in the Qualifying Items table.
  - a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–50 Include/Exclude Items**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–40 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.

**Table 2–40 (Cont.) Include/Exclude Item Criteria**

Field	Description
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the inclusion or exclusion, click OK to accept the criteria and close the pop-up. Click OK and Add Another to remain on the Include/Exclude pop-up and add an additional inclusion or exclusion.
3. Once your offer criteria are complete, click Next and move to the Rewards page.

## Add Rewards

**Figure 2–51 Add Rewards**

The Rewards page allows you to define the rewards associated with the offer. For a transaction level Spend X, Get Discount offer, this consists of the following steps:

1. From the Add Offer Rewards page, set your item offer rewards criteria using the following options:

**Table 2–41 Item Offer Rewards Criteria**

Field	Description
Discount	<p>Allows you to select the type of discount and enter the amount. Options are:</p> <ul style="list-style-type: none"> <li>■ Percent Off</li> <li>■ Amount Off</li> </ul> <p>If you select Amount Off, you can select the specific currency to which the reward applies or whether the reward should be applied for all currencies.</p>

**Table 2–41 (Cont.) Item Offer Rewards Criteria**

Field	Description
Apply To	Allows you to select which types of retail price the reward applies. Options are: <ul style="list-style-type: none"> <li>■ Regular</li> <li>■ Clearance</li> <li>■ Regular and Clearance</li> </ul>

2. Next, you can optionally add a list of items that should be excluded from having the discount applied.

- a. In the Items table, select Add from the Actions menu. The Include/Exclude Items pop-up opens.

**Figure 2–52 Include/Exclude Items**

- b. Set the criteria of the included or excluded items using the following fields:

**Table 2–42 Include/Exclude Item Criteria**

Field	Description
Include/Exclude	These radio buttons allow you to choose if the items are being added as inclusions to or exclusions from the offer.
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to include/exclude in the offer conditions. Options are: <ul style="list-style-type: none"> <li>■ All Departments</li> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Enter a department or click the dropdown to select a department for the items you want to include/exclude.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Enter a class or click the dropdown to select a class of items to include/exclude.

**Table 2–42 (Cont.) Include/Exclude Item Criteria**

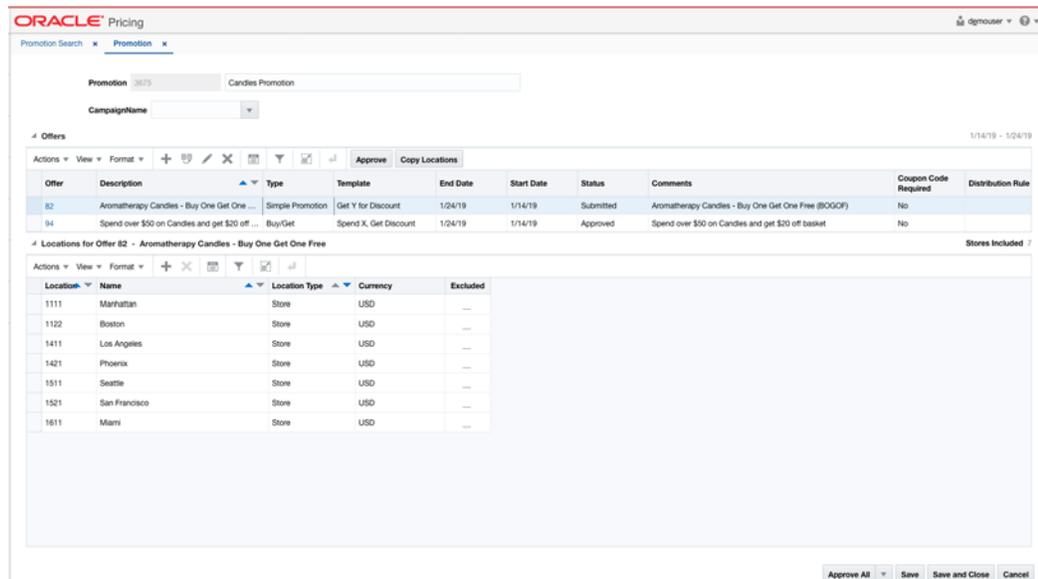
Field	Description
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Enter a subclass or click the dropdown to select a subclass of items to include/exclude.
Item	The Item field is active if you select Item in the Item Level field. Enter an item number or click the magnifying glass to search for an item to include/exclude.
Parent Item	The Parent Item field is active if you select Parent/Diff in the Item Level field. This field appears with a magnifying glass next to the Item Level field and allows you to enter or search for a parent item to include/exclude.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field. Select the diff type for the parent item that you want to include/exclude.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field. Enter or click the dropdown to select a diff for the parent that you want to include/exclude.
Item List	The Item List field is active if you select Item List in the Item Level field. Enter or click the dropdown to select a defined list of items to include/exclude.
Source File	Source File is active if you select Upload List in the Item Level field. Click Browse to select the file to upload.

- c. When you have entered the criteria for the exclusion, click OK to accept the criteria and close the popup. Click OK and Add Another to remain on the Exclude pop-up and add an additional exclusion.
3. Once your offer criteria are complete, click Apply. You are returned to the Promotions page. Your new offer is displayed in the Promotion table.

## Add Locations

This feature allows the user to add locations to an Offer. Adding Locations to an Offer is executed from the Promotions page.

**Figure 2–53 Promotion**



1. From the Offers table, highlight the offer to which you want to add a location. From the Locations table, select **Add** from the Actions menu. The Include/Exclude Locations pop-up appears.

**Figure 2–54 Include/Exclude Locations Pop-up**



2. From the Include/Exclude Locations pop-up, select the **Include** radio button and set the criteria for the location or locations being added using the following fields:

**Table 2–43 Include/Exclude Locations Dialog Fields**

Field	Description
Level	The Level field allows you to select a category by which you can narrow the list of locations to add in the offer. Options are: <ul style="list-style-type: none"> <li>■ Zone</li> <li>■ Location List</li> <li>■ Store</li> </ul>
Zone Group	The Zone Group field is active if you select Zone in the Level field. Click the dropdown to select a zone group for the location(s) you want to add.
Zone	The Zone field is active if you select Zone in the Level field. Click the dropdown to select a specific zone from the selected zone group from which to add the location(s).
Location List	The Location List field is active if you select Location List in the Level field. Click the dropdown to select from a defined list of locations from which to add the location(s).

**Table 2–43 (Cont.) Include/Exclude Locations Dialog Fields**

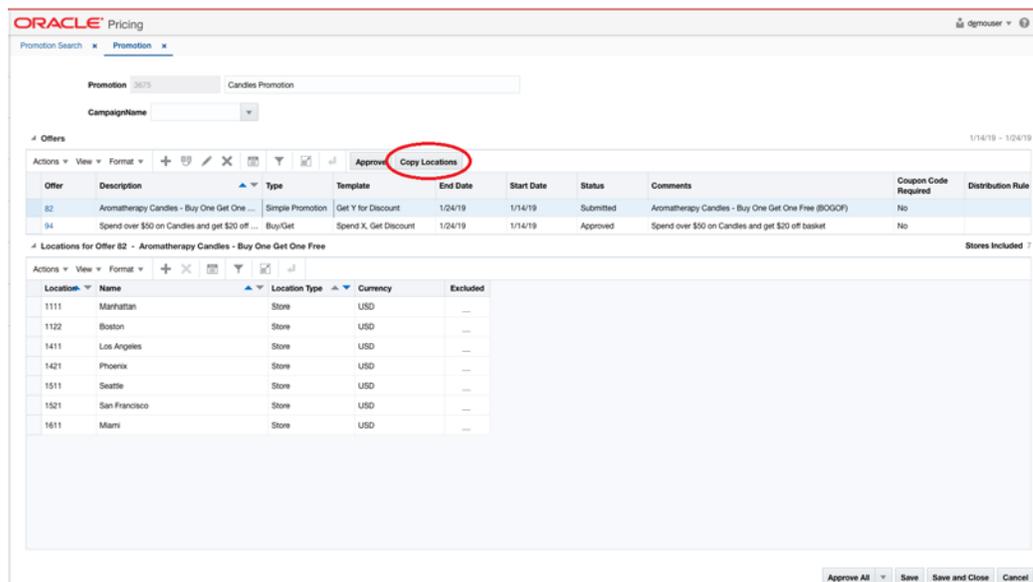
Field	Description
Store	The Store field is active if you select Store in the Level field. Click the dropdown to select a store from which to add the location(s).

3. Click **OK** to add the location(s) and close the pop-up. Click **OK and Add Another** to remain on the pop-up and add additional locations.

## Copy Locations

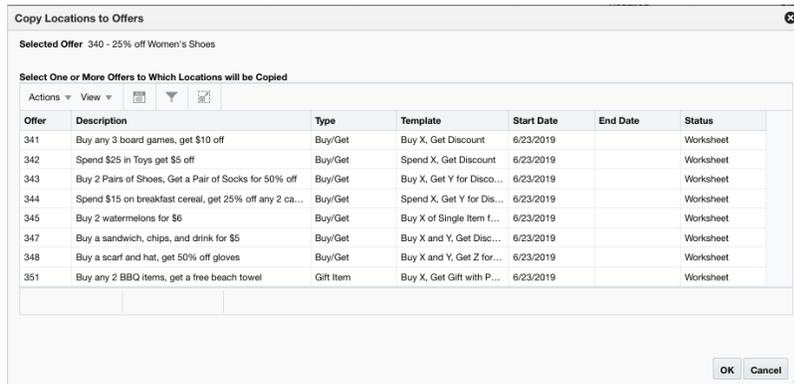
The copying locations feature allows users to select an offer and then copy the entries from the location table associated with that offer to one or more other offers within the same promotion.

**Figure 2–55 Promotion**



1. From the Offers table, select the offer that contains the location to copy and select **Copy Locations** from the Actions menu. The Copy Locations to Offers pop-up appears.

**Figure 2–56 Copy Locations to Offers Pop-up**



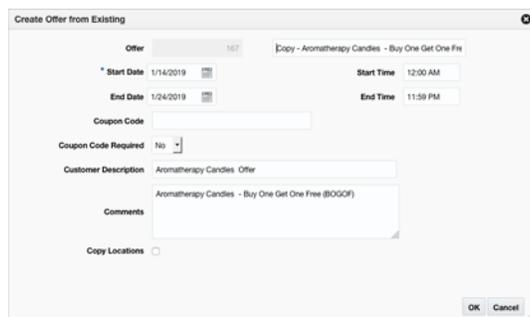
- From the Copy Locations to Offers pop-up, select one or more offers to which locations will be copied and click **OK**. You are returned to the Promotions page.

## Create an Offer from Existing

You also have the option to create a new offer using an existing offer as a template. This is helpful if you want to create a tiered offer, such as Buy 2 Get 10% off, Buy 3 Get 20% off, and so on.

- Perform a search for the promotion that has an offer you want to copy. See [Search for a Promotion](#).
- From the search results pane, select **Edit** from the Actions menu. The Promotion page appears
- From the Promotions page, select the Offer you want to use as a template for your new offer and select **Create from Existing** from the Actions menu. The Create Offer from Existing pop-up appears.

**Figure 2–57 Create Offer from Existing**



- From the Create Offer from Existing pop-up, enter your new offer criteria using the following options:

**Table 2–44 Create Offer from Existing Fields**

Field	Description
Offer	The Offer field allows you to enter an offer description.
Start Date	The Start Date field allows you to enter or select a start date for the offer.

**Table 2–44 (Cont.) Create Offer from Existing Fields**

<b>Field</b>	<b>Description</b>
Start Time	The Start Time field allows you to enter a start time for the offer.
End Date	The End Date field allows you to enter or select an end date for the offer.
End Time	The End Time field allows you to enter an end time for the offer.
Coupon Code	The Coupon Code field displays the coupon code associated with the offer.
Customer Description	The Customer Description field displays the customer description for the offer.
Comments	The Comments field displays any comments associated with the offer.

5. When you have entered the criteria for the new offer, click **OK**. You are returned to the Promotion page.



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## Manage Promotions

The Promotion screen allows you to maintain the promotion description, offers within the promotion, and the locations associated with the offers. In addition, the promotion can optionally be assigned to a campaign. Offers are maintained using the offer wizard where you can navigate through multiple screens which specify the offer details, conditions to qualify for the offer, and the reward available for the offer. Locations are added to offers after they are created using the offer wizard.

The Promotion screen has three modes: Add, Edit, and View. If the user enters this screen in View mode, all maintenance options are disabled, and the Save, Save and Close, and Cancel buttons are replaced with Done.

The Manage Promotions tasks provide options for existing promotions, including:

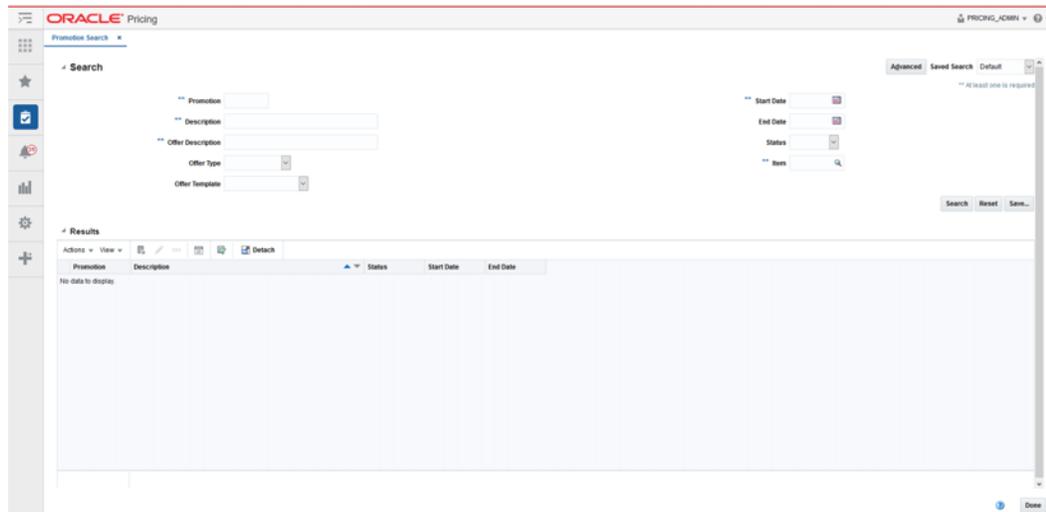
- [Search for a Promotion](#)
- [Edit Offers](#)
- [Edit Multiple Offers](#)
- [Cancel Offers](#)
- [Cancel Items from an Offer](#)
- [Cancel Locations from an Offer](#)
- [Delete Offers](#)

### Search for a Promotion

Perform the following procedure to search for an existing promotion.

1. From the Tasks menu, select Manage Promotions. The Promotion Search tab appears.

**Figure 3–1 Promotion Search Tab**



- Enter your promotion search criteria using the following fields:

**Note:** In order to conduct a promotion search, users must enter at least one of the following; Promotion, Description, Offer Description, Start Date, or Item.

**Table 3–1 Promotion Search Fields**

Field	Description
Promotion	The Promotion field allows the user to enter a promotion ID to be used in search criteria.
Description	The Description field allows the user to enter a promotion description to be used in search criteria.
Offer Description	The Offer Description allows the user to enter an offer description to be used in search criteria.
Offer Type	The Offer Type field allows the user to select an offer type to be used in search criteria. Promotions containing at least one offer with the entered type should be returned. Values for the drop down include: <ul style="list-style-type: none"> <li>■ Simple Discount</li> <li>■ Buy/Get</li> <li>■ Gift with Purchase</li> </ul>
Offer Template	The Offer Template field allows the user to select an offer template to be used in search criteria.
Start Date	The Start Date field allows the user to enter or select a Start Date to be used in search criteria.
End Date	The End Date field allows the user to enter or select an End Date to be used in search criteria.

**Table 3–1 (Cont.) Promotion Search Fields**

Field	Description
Status	The Status field allows the user to select a Status to be used in search criteria. Values for the drop down include: <ul style="list-style-type: none"> <li>■ Worksheet</li> <li>■ Submitted</li> <li>■ Approved</li> <li>■ Rejected</li> <li>■ Active</li> <li>■ Completed</li> <li>■ Cancelled</li> </ul>
Item	The Item field allows the user to enter or select an Item(s) to be used in search criteria. Users have the option to go directly to the search icon to look up items.

3. Once your search criteria are entered, click **Search**. The search results are displayed in the Results pane.

## Edit Offers

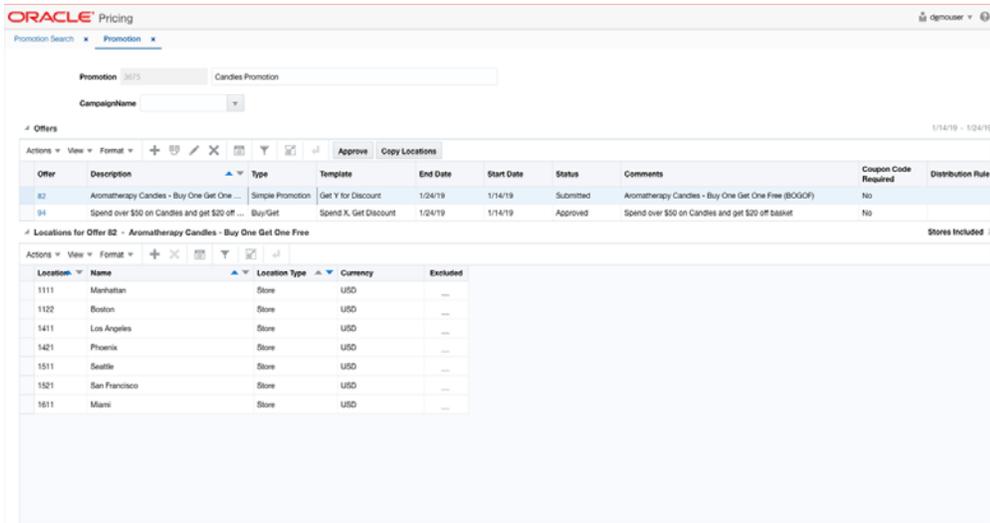
Editing a single offer is performed using the Offer Wizard. There are three potential pages within the wizard:

- Offer Page
- Conditions Page
- Rewards Page

Perform the following procedure to edit a single offer:

1. Perform a search for the promotion that you want to edit. See [Search for a Promotion](#).
2. From the search results pane of the Promotion Search tab, highlight the promotion you want to edit and select **Edit** from the Actions menu. The Promotion tab appears.

**Figure 3–2 Promotion**

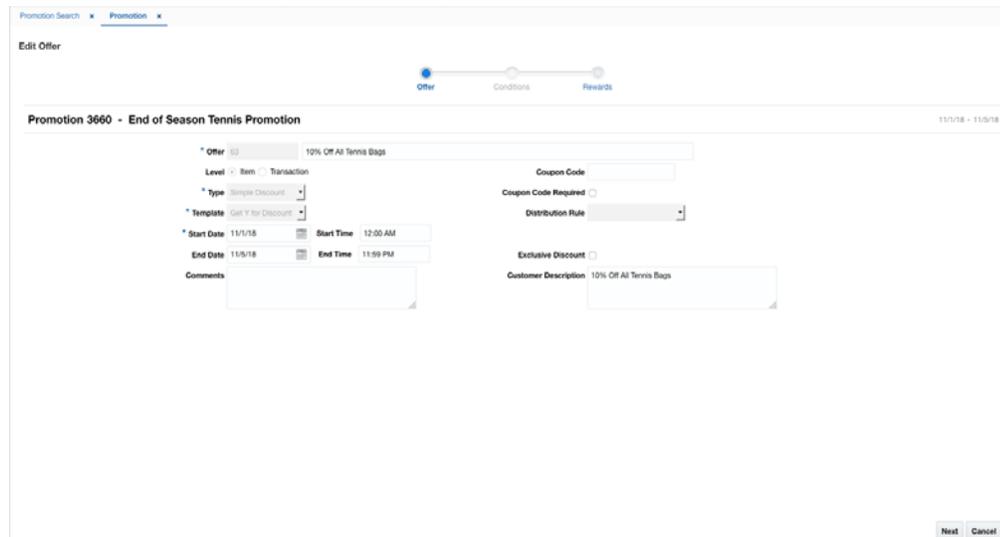


- From the Promotion tab, highlight the offer you want to edit and select **Edit** from the Action menu.

**Note:** You may need to move your offer back to Worksheet status in order to make edits.

If a single offer was selected, the Offer Wizard is launched. The initial page in the Offer Wizard allows you to edit the basic criteria of the offer. See the Add Offer Details section for information on each of the fields on this page.

**Figure 3–3 Edit Offer**



Once you have edited the main offer criteria as needed, click **Next** to edit the Conditions and Rewards portions of the offer.

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**Note:** Depending on the offer template, you may not have both Conditions and Rewards.

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## Edit Offer Conditions

The Conditions page is used to edit the conditions that a customer needs to meet in order to qualify for the rewards on the offer. The Conditions step of the wizard allows you to edit the conditions associated with the offer. The offer template will determine which fields are available for editing. See the Create Promotions and Offers section for your offer template for details on the fields on this page.

**Figure 3–4** Edit Offer Conditions

25% Off with Nielsen Racquet Purchase

Buy X, Get Discount | 11/1/18 - 11/30/18

Buy Quantity: 1 EA

Qualifying Items

Level	Department	Class	Subclass	Item	Item Description	DIT Description	Excluded	Class Name
Item	3501	1	1	100118372	Nielsen Pro Racquet		---	
Item	3501	1	1	100296859	Nielsen Ultra Junior Racquet		---	
Item	3501	1	1	100386123	Nielsen Pro Drive Racquet		---	
Item	3501	1	1	100386131	Nielsen Blade Racquet		---	
Item	3501	1	1	100386140	Nielsen Ultra Racquet		---	

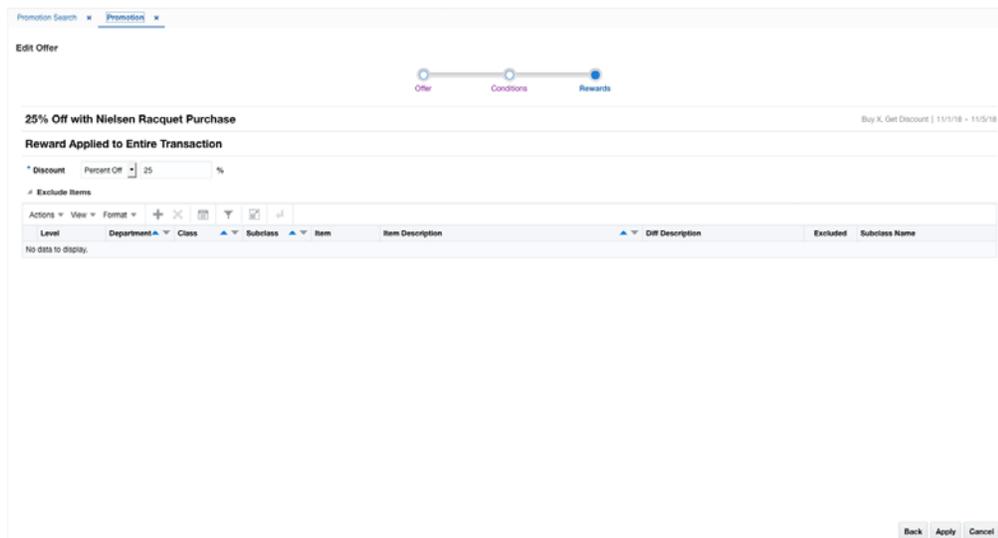
Back Next Cancel

Once your offer conditions criteria are entered, click **Next**. The Rewards Page opens. If you need to go back to edit the main offer criteria, the click on the **Back** button or click on the hyperlink for the appropriate train stop at the top of the page.

## Edit Offer Rewards

The Rewards page allows you to edit the rewards associated with the offer. As with the conditions page, the details of what is available for editing on this page will differ for each offer template. See the Create Promotions and Offers section for your offer template type for details on the fields on this screen for your template type.

**Figure 3–5 Edit Offer Rewards**

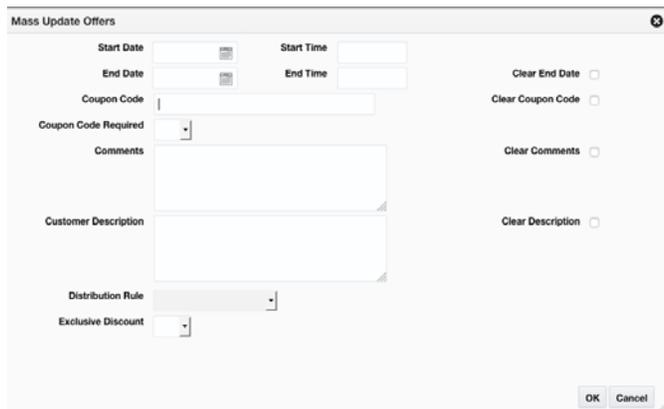


If you have applied all your updates, click **Apply** to save the changes and return to the Promotions page. If you need to make changes to the Offer or Conditions for the offer, click the **Back** button or click on the hyperlinks for the appropriate train stop at the top of the page.

### Edit Multiple Offers

Several fields on an offer are eligible to be maintained via a mass maintenance screen. The fields which allow mass maintenance all reside on the Offers page in the Offer Wizard. The Mass maintenance functionality is called when multiple offers are selected from the Promotions screen and you select the Edit option from the menu or using the iconic button.

**Figure 3–6 Mass Update Offers**



From the Mass Update Offers pop-up, edit your item offer criteria using the following options:

**Table 3–2 Mass Update Offers Fields**

Field	Description
Start Date	The Start Date field allows the user update the start date for the all the selected offers.
Start Time	The Start Time field allows the user to update the start time for all the selected offers.
End Date	The End Date field allows the user to update the end date for all the selected offers.
End Time	The End Time field allows the user to update the end time for all the selected offers.
Coupon Code	The Coupon Code field allows the user to update the coupon code for all the selected offers.
Comments	The Comments field allows the user to update the comments for all the selected offers.
Customer Description	The Customer Description field allows the user to update the customer description for all the selected offers.
Clear End Date	Selecting Clear End Date will clear the End Date for all selected offers.
Clear Coupon Code	Selecting Clear Coupon Code will clear the Coupon Code for all selected offers.
Clear Comments	Selecting Clear Comments will clear the Comments for all selected offers.
Customer Description	Selecting Clear Customer Description will clear the Customer Description for all selected offers.

When you have entered all the changes for the Mass Update, click OK to accept the criteria and close the pop-up.

## Cancel Offers

Users have the option to cancel an offer from a Promotion. Cancelling an offer can only be done when the offer is in active status.

1. Perform a search for the promotion that has an offer in Active status. See [Search for a Promotion](#).
2. From the search results pane, select the Promotion from which you want to cancel an offer and select **Edit** from the Actions menu. The Promotion tab appears.
3. From the Promotion tab, select the offer you wish to cancel and select **Cancel** from the Actions menu. The Cancel Offer pop-up appears.

**Figure 3–7 Cancel Offer**

The screenshot shows a 'Cancel Offer' dialog box. It contains a 'Cancelled Date' field with the value '1/11/18'. Below this is a 'Reason' field with a dropdown arrow. At the bottom of the dialog are 'OK' and 'Cancel' buttons.

4. Select a Reason for the cancellation.
5. Click **OK** to Cancel the Offer and close the pop-up.

## Cancel Items from an Offer

Users have the option to cancel an item or items from an offer. Cancelling an item from an offer can only be done when the offer is in Active status.

1. Perform a search for the promotion that has an offer with items you want to cancel. See [Search for a Promotion](#).
2. From the search results pane, select the Promotion from which you want to cancel items from an offer and select **Edit** from the Actions menu. The Promotion tab appears.
3. From the Promotion tab, select the offer that contains the item or items to cancel and select **Edit** from the Actions menu. The Offer Wizard is launched.
4. Navigate to the Conditions page in the wizard.
5. From the Qualifying Items table, select the item or items you want to cancel and select **Cancel** from the Actions menu. The Cancel Items pop-up appears.

**Figure 3–8** Cancel Items

6. From the Cancel Items pop-up, set the criteria for the items to be cancelled, using the following fields:

**Table 3–3** Cancel Items Dialog Fields

Field	Description
Item Level	The Item Level field allows you to select a category by which you can narrow the list of things to cancel in the offer. Options are: <ul style="list-style-type: none"> <li>■ Department</li> <li>■ Class</li> <li>■ Subclass</li> <li>■ Item</li> <li>■ Parent/Diff</li> <li>■ Item List</li> <li>■ Upload List</li> </ul>
Department	The Department field is active if you select Department, Class, or Subclass in the Item Level field. Click the dropdown to select a department for the items you want to cancel.
Class	The Class field is active if you select Class or Subclass in the Item Level field. Click the dropdown to select a class of items to cancel.

**Table 3–3 (Cont.) Cancel Items Dialog Fields**

Field	Description
Subclass	The Subclass field is active if you select Subclass in the Item Level field. Click the dropdown to select a subclass of items to cancel.
Item	The Item field is active if you select Item in the Item Level field. Click the magnifying glass to search for an item to cancel.
Parent/Diff Search	The Parent/Diff field is active if you select Parent/Diff in the Item Level field. This field appears as a magnifying glass next to the Item Level field and allows you to search for a parent/diff to cancel.
Diff Type	The Diff Type field is active if you select Parent/Diff in the Item Level field.
Diff	The Diff field is active if you select Parent/Diff in the Item Level field.
Item List	The Item List field is active if you select Item List in the Item Level field. Click the dropdown to select a defined list of items to cancel.
Source File	Source File is active if you select Upload List in the Item Level field. Click <b>Browse</b> to select the file to upload.
Reason	The Reason field allows you to enter a reason for the item(s) cancellation.

7. When you have entered the criteria for the item(s) being cancelled, click **OK**. Clicking **OK and Cancel Another** allows you to select another item to cancel. You are returned to the Edit Offer Conditions page.
8. From the Edit Offer Conditions page, click **Next**. The Edit Offer Rewards page appears.
9. From the Edit Offer Rewards page, click **Apply**. You are returned to the Promotions tab.

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**Note:** You also have the opportunity to cancel items from the Items table on the Rewards page by following similar steps as outlined for cancelling from the Qualifying Items table on the Conditions page.

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## Cancel Locations from an Offer

Users also have the option to cancel locations from an offer. Cancelling locations from an offer can only be done when the offer is in Active status.

1. Perform a search for the promotion that has an offer in Active status. See [Search for a Promotion](#).
2. From the search results pane, select the Promotion from which you want to cancel a location from an offer and select **Edit** from the Actions menu. The Promotion tab appears.
3. From the Promotion tab, highlight the offer which has the location you want to cancel.
4. From the Promotion tab, on the Locations table, select the location(s) to be canceled and select **Cancel** from the Actions menu (on the locations table). The Cancel Locations dialog appears.

**Figure 3–9 Cancel Locations**

- From the Cancel Locations dialog, set the criteria for the location or locations being cancelled using the following fields:

**Table 3–4 Cancel Locations Dialog Fields**

Field	Description
Level	The Level field allows you to select a category by which you can narrow the list of locations to cancel in the offer. Options are: <ul style="list-style-type: none"> <li>Zone</li> <li>Location List</li> <li>Store</li> </ul>
Zone Group	The Zone Group field is active if you select Zone in the Level field. Click the dropdown to select a zone group for the location(s) you want to cancel.
Zone	The Zone field is active if you select Zone in the Level field. Click the dropdown to select a specific zone from the selected zone group from which to cancel the location(s).
Location List	The Location List field is active if you select Location List in the Level field. Click the dropdown to select from a defined list of locations from which to cancel the location(s).
Store	The Store field is active if you select Store in the Level field. Click the dropdown to select a store from which to cancel the location(s).
Reason	The Reason field allows you to enter a reason for the location(s) cancellation.

- Click **OK** to Cancel the location(s) and close the pop-up. Click **OK and Cancel Another** to remain on the dialog and cancel additional locations.

## Delete Offers

Users will have options to perform Delete maintenance at Offer level for one or many items or at the Offer/Location level for one or more Locations tied to an offer.

- Offer Level: Users highlight one or more rows on the Offer table and click Delete on the Offer table
  - Location Level: Users will highlight a single row on the Offer table and then highlight one or many rows on the Locations table and click Delete on the Locations table
- Perform a search for the promotion that you want to delete. See [Search for a Promotion](#).
  - From the search results pane, select the Promotion from which you want to delete an offer and select **Edit** from the Actions menu. The Promotion tab appears.

Figure 3–10 Promotion

- From the Promotion tab, you can select either offers or locations to delete. Highlight the item or location you want to delete and select **Delete** from that tables' respective Action menu. The Delete Confirmation dialog appears.

Figure 3–11 Delete Confirmation

- From the Delete Confirmation dialog, click **OK** to confirm the deletion. You are returned to the Promotion tab.

## Manage Campaigns

A promotion campaign is an attribute that can be added to a promotion as a way of linking together related promotions. Usually campaigns are driven by a retailer's marketing department and are often initiated in a separate solution. Because of this, campaigns are maintained through the upload/download process for use in Pricing. Although a Pricing function, campaigns are actually loaded via Merchandising by accessing Foundation Data > Download Foundation Data and Foundation Data > Upload Foundation Data.

To add, update, or remove a promotion campaign, select the template type of Price and Cost from the Download Data screen and then the template Promotion Campaigns. Click the Download button and when prompted, choose to either open the .ods file that is generated or save the file and open it separately in the spreadsheet application of your choice.

### Add a Campaign

To add a new campaign, select the action type of Create on an empty row of the Promotion Campaigns tab. Next enter a unique ID up to 10 characters in length for the campaign along with the description in the appropriate columns. The description

should be entered in the primary language (as defined in the Merchandising system options) of up to 1000 characters.

### **Updating a Campaign**

If you would like to update the description for a promotion campaign, a similar process will be followed as that described above for creating new. First, download the spreadsheet, and then navigate to the row where you would like to make your updates. Select the action type of Update, and then correct the description in the spreadsheet.

### **Removing a Campaign**

If you wish to remove a campaign, select the Delete action on the row of the campaign you wish to delete. Note that the removing a campaign is not allowed if it is still in use for a promotion.

### **Uploading Changes**

For all actions defined above, once all the updates have been made to the data in the spreadsheet, save the file and close it. Then, return to the Merchandising screens and select Foundation Data > Upload Foundation Data from the main task list. In this screen, you'll again select the template type Price and Cost and the template Promotion Campaign. This will generate a process description automatically, but this can be updated if desired. Lastly, select the Browse button and navigate to the directory where you saved the updated spreadsheet.

To review the status of the upload and check whether any errors occurred, select the Foundation Data > Review Status task from the main task list.

See also Download/Upload Data from Spreadsheets and View Data Loading Status.